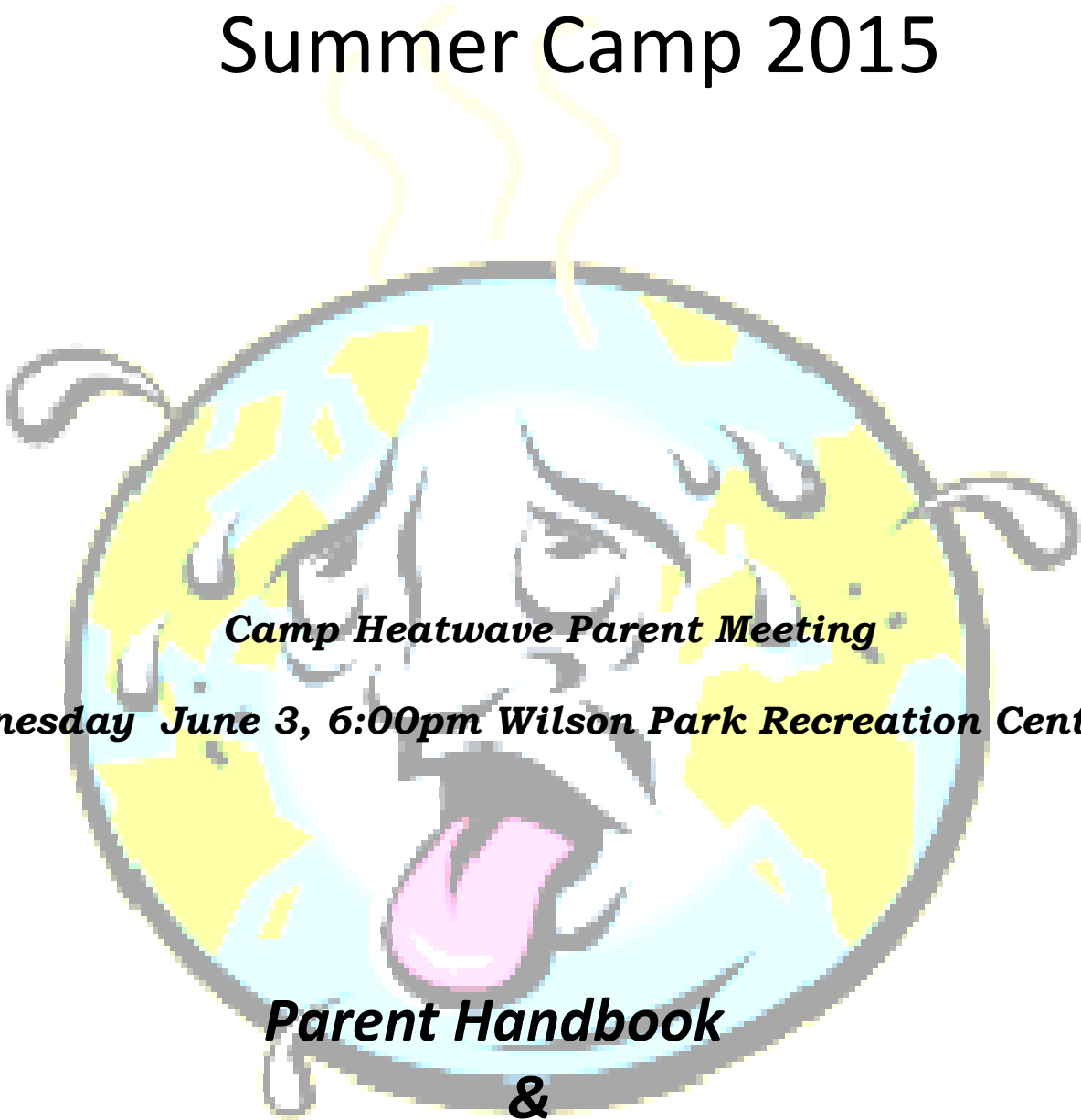


# Camp Heatwave Adventure Summer Camp 2015



***Camp Heatwave Parent Meeting***

***Wednesday June 3, 6:00pm Wilson Park Recreation Center***

***Parent Handbook  
&***

***Registration Forms***



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### ***Camp Heatwave Summer Camp***

Thank you for choosing the award winning Camp Heatwave Adventure Summer Camp and welcome to the 2015 camp season. Our mission is to provide your child with a safe and enjoyable experience that engages your camper and provides opportunities for emotional, social, and athletic growth. This handbook is to inform parents and/or guardians of the programs, policies and guidelines of our camp. We are so glad to have your child as a camper in our program. Camp Heatwave won the 2005 Lone Star Programming Award for Summer Camp Program. Please read this handbook and carefully, sign, date and return all required forms. Keep this booklet for future reference. The policies and guidelines are to ensure all campers, staff, and other entities the maximum of safety. We ask that you encourage your camper to participate in all activities, as this will enhance their Camp Heatwave experience.

We hope your child will have an awesome camp experience, as well as learn some new things.

Peanut Henderson, Camp Director  
ACA/YMCA Day Camp Director Certified



### **Forms Required Prior to the first day of Camp**

1. Emergency Medical Form
2. Pick-up Authorization form
3. Discipline Policy Form
4. Transportation Policy Form
5. Field trip forms
6. Registration Form

### **Program**

Who we are:

Camp Heatwave is a venture of Wilson Park Recreation Center Outdoor/Indoor Recreation Program and the City of Temple Parks and Leisure Services. This program is designed to offer a quality outdoor recreation program, for campers ages 5 – 13. The Parks and Leisure Services Department is responsible for the day to day programming management.

### **Camp Heatwave is designed to give campers the opportunity to:**

- Make good choices live and their dreams
- Master new skills
- Bond with peers
- Encounter new people and places
- Use their imagination

### **Our Staff**

*Camp Heatwave* staff is carefully selected individuals with experience in camping and outdoor recreation. We maintain an adequate staff-to-child ratio 1-15 to insure the quality of your child's care.

### **Statement of Goals**

The goals of *Camp Heatwave* are as follows:

- Help campers meet new friends
- Give campers an awesome camp experience
- Teach camping skills
- Acquire skills in a wide range of recreation activities
- Practice good sportsmanship and fair play
- Develop lasting friendships
- Teach teamwork
- Teach life skills
- Teach campers how to lead camp programs

- Teach outdoor living skills
- Foster a healthy respect for diversity
- Encourage the development of self-esteem
- To promote physical, social, emotional, and cognitive development of the campers who are involved in the program.
- To promote an atmosphere where campers can develop a sense of independence, learn about responsible self care, and develop appropriate decision-making and listening skills.

### **Fees**

Cost: \$70.00 week for all ages and a one time \$10 Supply fee.

Date: June 8-August 21, 2015 (No camp 7/3)

Time: 7:00a.m.-6:00p.m. Monday-Friday

### **Where to Pay**

Tuition fees may be paid Monday through Friday, 8:00a.m. – 9:00 p.m., Saturday 9:00a.m. -2:00p.m. and Sunday 1:00p.m-8:00p.m. at Wilson Park Recreation Center. We accept cash, check, Master Card and Visa.

Or you can pay online at

[www.templeparks.com](http://www.templeparks.com)

### **Daily Admission and Release**

The following procedures have been established to provide you and the staff with information needed to protect the health, safety, and well being of the camper in our care:

- Campers may not be dropped off and left unattended before 7:00 a.m. Parents must sign their child in.
- Campers enrolled in our program will be signed out and picked up from the site by parents or a parent designee.
- Unless prior written arrangements have been made with the staff, only parents or parent designees shown on registration form may take a camper from the program.
- No parent may be denied access to a child unless a copy of a Custody Agreement or Court Restraining Order that limits or relinquishes such parental rights is on file with the staff of *Camp Heatwave*.
- Camper needs to be at camp by 8:30 Opening Circle to insure that camper makes trips planned that day.



### **Late Pick-Up Policy**

Campers must be picked up no later than 6:00p.m. according to Temple Parks and Leisure Services official time. The rule is strictly enforced. Our policy for late pick up is as follows:

1. For every minute you are late, you will be assessed a \$1.00 fee per camper. The fee is assessed after a 10-minute grace period.
2. If there is a second occurrence, there will be a parent meeting with the camp director and program coordinator.
3. The late fee must be paid in full before the camper may return to the program.
4. If there is a third occurrence, you will be issued a late fee and the camper will be removed from *Camp Heatwave* for the remainder of the session. There will be NO refunds issued.

### **Camp Heatwave Standards of Behavior**

The goals of *Camp Heatwave* are centered around developing social skills, improving self esteem, and increasing confidence, learning in a fun environment, developing physical fitness and establishing meaningful relationships with new friends. Our goal is that every *Camp Heatwave* camper will have a memorable and fulfilling experience. Nothing is more important to the accomplishment of these goals than each person abide by the following Standards of Behavior. Any deviation from these principles by any member of the community will be cause for disciplinary action. Any serious deviation will be cause for expulsion.

1. Each member of the *Camp Heatwave* community shall treat every other member with respect.
2. There shall be no bullying
3. There shall be no physical, verbal, sexual or emotionally hurtful or abusive behavior.

### **Behavior Management Plan**

Our staff will use positive methods of Camper management, which will encourage self-

control, self-direction, self-esteem and cooperation. Staff understands that each camper is an individual, and we will make every effort to handle the needs of each camper. We believe that rules, expectations, and limits should be applied consistently and explained in a clear and age appropriate manner. Campers in the camp are entitled to a safe and secure environment. This means that no camper may jeopardize the well being of his/herself or any other camper or staff, in the camp. All Campers will be introduced to the camp Code of Conduct and reminded of them daily during opening circle. Part of our efforts will be to help campers identify inappropriate behavior and learn how to redirect their actions in a positive way. Staff will ask a camper to "take a break" for behavior issues. If behavior issues are continuous with a camper, parents will be notified to discuss the situation. If negative behavior continues and becomes disruptive to the camp as a whole, we reserve the right to remove the camper from the camp either temporarily or permanently depending on the severity of the situation.

### **DISCIPLINE POLICY**

Depending on the severity of the behavior problem, parents may be contact immediately and requested that their child be picked up from Camp. This is at the discretion of the Camp Director and Parks and Recreation Staff.

Discipline Policy:

1<sup>st</sup> Incident - Time out 5 minutes

2<sup>nd</sup> Incident - Time out 10 minutes

\*Parents/Guardians will be notified (verbally and /or in writing) of each disciplinary incident by a member

3<sup>rd</sup> Incident - Parent contacted and requested to pick up child immediately from camp.

4<sup>th</sup> Incident - Parent, Camp Director, and Parks and Recreation Staff member will discuss the continuation of child's participation in camp.

### **Dress Code**



During *Camp Heatwave* campers should come appropriately dress for the daily activities.

- Our camp is indoors & outdoors. We encourage light clothing, close toed shoes, hats, and sunscreen lotion.
- T-shirts may not display inappropriate language, violence or lewdness.

### **Fieldtrips**

Various field trips have been planned for the summer. Campers must wear camp T-shirt on ALL field trips. Campers need to be here by 7:30am.

**Note: Field Trip Policy. If a campers group is going on a field trip and that camper can not go, they can not stay at recreation center with another group. The parent will have to find another place for them that day.**

### **Illness Policy**

Camp Heatwave's illness policy adheres to national Standards and focuses on both the needs and behaviors of the ill camper. The staff will use their best judgment, to meet their needs without compromising the care of other campers. We understand and appreciate the needs of working parents, yet it is essential that campers at our program are protected from contagion. We will endeavor to use good judgment as well as the following criteria, when evaluating campers with illness. It is the program's expectation that parents will do the same. **A camper must be well enough to participate in camp activities, If your child is ill or has a fever, please do not send him/her to camp.**

When illness results in greater care than the staff can provide without compromising the safety and health of the other campers, the parent, legal guardian or other person authorized by the parent will be notified immediately to pick up their child. Symptoms can be, but are not limited to the following:

- Elevated temperatures
- Vomiting
- Uncontrolled diarrhea

- Any symptoms causing severe discomfort
- Any illness accompanied by open oozing bacterial infections
- Any open or oozing sores or unexplained rash
- Finding lice or eggs on hair or on clothing
- Coughing, difficulty breathing or wheezing

**The Camp Heatwave summer camp program reserves the right to send home any ill camper.** If your child has been exposed to a contagious disease, details should be reported to the Camp Heatwave program. A signed doctor's note showing medical treatment will be needed prior to a campers return. All campers must be fever free for 24 hours before returning to Camp Heatwave.

### **Medications**

The following statements are our guidelines for administering medications:

- Only medications prescribed by a medical doctor will be administered during the program.
- Medications must be reported on the registration form and must be kept up to date.
- Information on prescribed dosage must be attached to the medication.
- All medication must be received in its original container.

Program employees will Administer medication only if:

- 1) Parent(s) or guardian(s) complete and sign a medication form that provides authorization for staff to dispense medication with details as to time and dosages. The form will include a hold harmless clause to protect the City.
- 2) Prescription medications are in the original containers labeled with the child's name, a date, directions, and the physician's name. Program staff members will administer the medication only as stated on the label. Program staff will not administer medication after the expiration date.
- 3) Nonprescription medications are labeled with the child's name and the date the medication was brought to the Program. Nonprescription medication must be in the original container. The Program



staff will administer it only according to label direction.

- 4) (4) Medications dispensed will be limited to routine oral ingestion not requiring special knowledge or skills on the part of Program employees. No injections will be administered by the Program employees.
- 5) Program employees must ensure medications are inaccessible to participants or, if it is necessary to keep medications in the refrigerator (when available), medications will be kept separate from food.

### **Quality Experiences for your child**

- Rock wall climbing
- Water sports (canoe, fishing, paddle boats weather pending)
- Field Trips
- Inter-camps
- Archery program (ages 7 & up)
- Outdoor living skills
- Hiking
- Spike Ball
- Slackline
- Racquetball
- Special events
- Tennis
- Ga Ga Ball
- Group activities & games
- Swimming
- Disc Golf
- Adventure games
- Skating
- Two Square
- Double four Square
- Spray Park Program

### **Opening & Closing Circle**

Opening Circle: All camp meeting is where the entire camp assembles for announcements, songs, wide games and stunts. **Parents please note, Opening circle takes place at 8:30am each day. This is the time your child needs to be here to go on planned trips.**

At the end of the camp day, everyone comes together and winds down the day at closing circle or Huddle-Up.

### **Angler education and fishing**

Campers will learn casting, releasing and

identification. Campers will become Junior Angler's and earn a pin. Some other skills a camper will learn at fishing:

- Rules and Safety
- Baiting own hook
- Tying fishing knots

### **Sports and Games:**

The sports program is designed to help campers improve individual skills while gaining an understanding of what it means to work as a team.

Campers will learn fun activities, some new and some traditional. We will have special events, some of which campers will lead. We will participate inter-camps. By taking on local recreation centers and groups.

### **Hiking**

We will go on a hiking trip to, Mother Neff State Park, Fort Parker State Park and other state parks for ages 7 & Up. Pines (5/6 year olds) will be taking hiking in the area.

### **Outdoor Living Skills**

Survival shelters, fire building, orienteering, ropes and tent camping are just a few topics that will be covered here.

### **Survival Skills**

What do you do if you are lost in the woods? How do you make a fire and get clean water? These questions and more will be answered in our survival session. You will learn how to be safe in the outdoors.

### **Trips**

Do you like to travel? We will take a few adventure trips at *Camp Heatwave*. We will go to places like Fort Parker State Park, Mother Neff State Park. Campers will enjoy water sports which include; canoes, kayaking, paddle boats and fishing.

### **Outdoor cooking**

You will learn how to use camp stoves and how to build a cooking campfire at one of the state parks. Campers will also learn how to make some awesome meals such as a foil breakfast with eggs, bacon and potatoes.

### Special Events

At *Camp Heatwave* campers will experience some of the best special events in the state and area such as campfire, gold rush, staff dress up, coffee house, staff hunt, block party, social, Water Carnival and Wilson Cup Challenge (WCC) at the end of Camp.

### Traditional Camp Games & Activities

Traditional games and activities capture the imagination and encourage individual growth and physical development. Some favorites include capture the flag, sprout ball, kick the can, ship to shore.

### 5/6 (Pines) Program

Our 5 & 6 year old program is different from the regular 7 & up program. We will modify their program so they will still feel and be a part of the camp community and family. They won't be able to do some of the things the 7 & up do. For example, they will not be able to canoe, but will be able to go fishing.

### Archery

Our archery program is one of the best in the area. Campers, ages 7 & up, will be able to learn the basics of archery. Campers will shoot both indoor and outdoor at Wilson Park Recreation Center.

### Lunch and Quiet Time

During lunch is a time where we have some cool traditional lunch time activities, like Movie Mania and Wheat Tree.

### The First Day

*During the first few hours of camp, each camper is greeted by an enthusiastic group of staff and meets his or her staff member. Then each camper moves into his or her group. The group will spend time getting to know each other and playing group games.*

### Typical Daily Schedule

7:00-8:30	Pre-Camp Activities/Free Play
8:30-9:00	Opening Circle
9:00-9:30	Large Group Activities
9:30-10:30	Station II Activity

10:30-11:30	Station III Activity
11:30-12:30	Lunch
12:30-1:00	Lunch Time Activities
1:00-2:00	Creative Station Activity
2:00-3:30	Special Event
3:00-3:30	Snack
4:00-4:30	Large Group Activity
4:30-5:00	Huddle-Up/Closing Circle
5:00-6:00	Post Camp Activities

### What to bring to Camp

Backpack with name on it  
Water bottle with campers name on it  
A change of clothes  
Sun screen  
Insect repellent  
Tennis shoes

**Lunch (that needs no refrigeration or microwave)** TISD will provide Lunch and Snack

### What not to bring to Camp

Toy's, dolls, and stuffed animals  
Trading cards  
Electronic games  
iPod's, cd players, Cell phones

### Camper age group Names

Pines....5/6 Year old Campers  
Grove....7-9 year old Boys  
Hill.....7-9 year old Girls  
Ledge....10&up Girls  
Ridge.....10&up Boys

### Camp Heatwave Parent Meeting

Wednesday June 3, 6:00pm Wilson Park Recreation Center

If you have any questions, please call:  
Wilson Park Recreation Center 298-5740  
Camp Heatwave Camp Director,  
Robert "Peanut" Henderson  
298.5416 or 913-6878.





# Camp Heatwave

## Code of Conduct

- Do not cross personal boundaries
- Do not go into Arts & Crafts Room without a staff member
- Do not leave group area until told by a staff member
- Treat each other with respect
- No personal display of affection
- Respect everyone and listen to staff
- No cursing or use of negative language
- Play fair
- Obey all safety instructions given by staff
- Participants are to stay with staff members at ALL times
- Stay positive during each activity
- Do not talk to strangers
- On field trips follow trip rules
- This program does not allow tricks being played on ANY participant or staff member by any other participants
- Wear proper clothing (i.e. girls wear shorts under skirts, wear sneakers)
- Do not leave building or Recreation Center until a parent or guardian has come inside to sign you out
- No arguing with any staff member
- Keep hands to self - No pushing, kicking, etc.
- Stay seated during lunch
- Do not play in bathrooms
- Other, please describe:

### Action Taken

\_\_\_\_\_Warning Note

\_\_\_\_\_Time-Out

\_\_\_\_\_1 Day Suspension and Parent Meeting (must have Camp Director approval)

\_\_\_\_\_3 Day Suspension and Parent Meeting (must have Program Coordinator)

\_\_\_\_\_Remainder of the Camp Suspension (must have Recreation Superintendent approval)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child Signature (if able)

\_\_\_\_\_  
Date



## PERMISSION TO TRANSPORT

I hereby give my child, \_\_\_\_\_, permission to be transported on a TISD Bus, City of Temple Van TISD or other Transportation as required. to designated field trips.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

## FIELD TRIP PERMISSION FORM

I hereby give my child, \_\_\_\_\_ permission to attend the Camp Heatwave field trips.

I understand that departure times may vary, and I will have my child at the designated departure time.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

## ACKNOWLEDGEMENT OF DISCIPLINE POLICY

1<sup>st</sup> Incident - Time out 5 minutes

2<sup>nd</sup> Incident - Time out 10 minutes, Parents/Guardians will be notified (verbally and /or in writing) of each disciplinary incident by a member

3<sup>rd</sup> Incident - Parent contacted to pick up child immediately from camp.

4<sup>th</sup> Incident - Parent, Camp Director, and Parks and Recreation Staff member will discuss the continuation of child's participation in camp.

I have read and understand the City of Temple Parks and Leisure Services Camp Heatwave Discipline Policy. I understand that I have the right to discuss any concerns or recommendations with the Camp Director and the Program Coordinator.

\_\_\_\_\_  
Parents/Guardian Signature

\_\_\_\_\_  
Date



# "Camp Heatwave Adventure Camp"

Registration Form  
Summer 2015

Participant #1: Last Name \_\_\_\_\_ First Name: \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Participant #2: Last Name \_\_\_\_\_ First Name: \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Participant #3: Last Name \_\_\_\_\_ First Name: \_\_\_\_\_ DOB \_\_\_\_/\_\_\_\_/\_\_\_\_

Primary Guardian: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

PH# (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ Alt PH# (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Secondary Guardian: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

PH# (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ Alt PH# (\_\_\_\_)\_\_\_\_ - \_\_\_\_\_ Email \_\_\_\_\_

Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_

Does the participant have allergies? \_\_\_\_ Yes \_\_\_\_ No

If yes, what type?

<u>Type of Allergy</u>	<u>Life Threatening</u>	<u>Type of Allergy</u>	<u>Life Threatening</u>
____ Bee Sting	____	____ Drugs	____
____ Peanuts	____	____ Foods	____
____ Poison Ivy	____	____ Other	____
____ Pollen, Trees, etc.	____		

Please explain allergy in detail, what symptoms occur and to what child. \_\_\_\_\_

\_\_\_\_\_

The participant is currently on medication(s) for long-term or continuous use and/or has the following preexisting illness, allergies, or health concerns:

\_\_\_\_\_  
\_\_\_\_\_

I do hereby release, absolve, indemnify and hold harmless the City of Temple, its employees, officers and agents and the volunteers and other participants who participate in the activity, in the event of any accident, injury or death sustained by the participant while being transported to or from any activity, or while participating in any activity at the activity, from any liability of any kind whatsoever.

I also give permission for any photographs taken during these activities to be utilized for promotional purposes by the City of Temple and the Parks and Leisure Services Department now and in the future. I do hereby give my approval for participation by the participant in any and all of the programs activities.

Signature \_\_\_\_\_ Date \_\_\_\_\_



# Camp Heatwave

CITY OF TEMPLE PARKS AND LEASURE SERVICES

## PICK UP AUTHORIZATION FORM

CAMP PARTICIPANT \_\_\_\_\_ Age \_\_\_\_\_

Parent(s)/Guardian(s), and others as listed below have permission to pick up the above Summer Day Camp participant.

AUTHORIZED # 1 \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact #'s \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Relationship to child? \_\_\_\_\_

AUTHORIZED # 2 \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact #'s \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Relationship to child? \_\_\_\_\_

AUTHORIZED # 3 \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact #'s \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Relationship to child? \_\_\_\_\_

AUTHORIZED # 4 \_\_\_\_\_

Mailing Address \_\_\_\_\_

Contact #'s \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Relationship to child? \_\_\_\_\_

NOT AUTHORIZED \_\_\_\_\_

\*Appropriate custody/legal paperwork must be attached if a relative is NOT allowed to pick up a child\*